

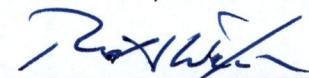
To the Honorable Council  
City of Norfolk, Virginia

April 14, 2015

From: David Ricks, Director of Public Works

Subject: New HRT Transit Center

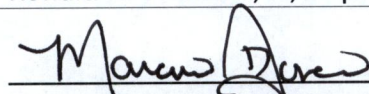
Reviewed:



Ronald H. Williams, Jr, Deputy City Manager

Ward/Superward: 4/7

Approved:



Marcus D. Jones, City Manager

Item Number:

R-12

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** Department of Public Works

III. **Description**

An ordinance approved on October 8, 2013 supported the initiation of a permanent HRT bus transfer facility, by accepting funding of up to \$2M from HRT to offset the total cost of the City's \$6M budgeted project to design and construct a permanent bus transit center in the downtown plaza area. Since that time, additional contributions have been awarded in the amount of \$708,010 through HRT and the Department of Rail and Public Transportation (DRPT) grants. This ordinance allows for an additional \$708,010 towards the permanent HRT bus transfer facility at no financial impact to the City and the City's original CIP contribution for under \$4M remains the same.

IV. **Analysis**

The chosen site for the new HRT bus transfer facility is in the downtown plaza off St. Paul's Blvd, south of fire station #1. There are 14 bus routes planned to support bus transfers and walkable connections to light rail and other downtown areas and points of interest. Infrastructure to support bus transfers and bus traffic includes new concrete bus loops, a concrete extension of Posey lane, curbs and gutters, a new pedestrian plaza with canopies, and a new transfer station. The new station will include a patron climate controlled waiting area, an HRT patron information booth and customer service area, multiple indoor restrooms, a security station and bus driver break room, ticket vending, station indoor and outdoor lighting, and an outdoor continuous shelter incorporated in the new station design. Approximate cost and budget is targeted at \$6M with completion in October 2015. The City has the lead on the design and construction of the site and facility.

V. **Financial Impact**

HRT has been able to contribute to the cost of the new facility by applying and accepting a grant of up to \$2M approved by the Commonwealth Transportation Board (CTB) in June 2013. The CTB allocated \$1,749,550 for FY14. The Department of Rail and Transportation (DRPT) will contribute the remainder of \$250,450 the \$2M grant in FY15. An additional \$708,010 has been made available from HRT/DRPT for FY15. HRT currently has two grant contracts with DRPT for FY14 and FY15 now totaling \$2,708,010. The City match amount required is \$3,291,990. Adoption of this ordinance will allow the City to accept HRT's additional contribution to offset the project costs and leverage existing grant opportunities. All invoices for this project related to design and construction of the permanent facility will continue to be submitted through HRT for project reimbursement.

**VI. Environmental**

N/A

**VII. Community Outreach/Notification**

A complete review of this project was open to the public in December of 2012 with two additional public meetings held in January 2013, to discuss the site, station designs, station amenities, traffic and pedestrian flow, and safety and security. The project target budget of \$6M was shared with the public. Community outreach up to this point has been station amenity and design focused without financial discussions.

**VIII. Board/Commission Action**

HRT Commission will take appropriate measures to assist with project funding approvals and transfers upon ordinance approval. The Commonwealth Transportation Board (CTB) approved a \$2M grant in June 2013 involving a 55% match of FY14 projected expenditures. Additional grant monies were identified through HRT/DRPT bringing a total state contribution off \$2,708,010 requiring a City match of \$3,291,990. No further action is required by HRT or DRPT since FY14 and F15 grants are currently awarded to HRT for both FY14 and FY15.

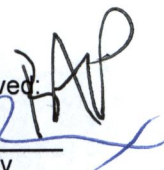
**IX. Coordination/Outreach**

This letter has been coordinated with the Departments of Public Works, Budget and Grants, and the City Attorney's Office. The Director of Finance will coordinate an additional \$708,010 to be added to the existing \$2M special revenue account for the project.


**Supporting Material from the Department of Public Works:**

- Ordinance 45,279 Approved on 10/18/2013 accepting \$2M from HRT
- New Ordinance reflecting the additional \$708,010 contribution from HRT/DRPT



Form and Correctness Approved: By David S. R.  
Office of the City Attorney

Contents Approved:

By   
DEPT. Public Works

AMS  
OK

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose.

\$ 708,010      2275 10 8886

William M. Kelly  
Director of Finance

Account  
2/20/15  
Date

NORFOLK, VIRGINIA

SA 2/15

**ORDINANCE No.**

AN ORDINANCE ACCEPTING UP TO \$708,010 FROM HAMPTON ROADS TRANSIT AS ADDITIONAL GRANT FUNDING RECEIVED FROM THE COMMONWEALTH TRANSPORTATION BOARD AND THE VIRGINIA DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION FOR THE CITY'S DOWNTOWN TRANSFER CENTER AND APPROPRIATING AND AUTHORIZING THE EXPENDITURE OF THE ADDITIONAL FUNDS FOR THE DESIGN AND CONSTRUCTION OF THE DOWNTOWN TRANSFER CENTER.

- - -

WHEREAS, the City desires to design and construct a new Downtown Transfer Center on St. Paul's Boulevard in the Downtown Plaza area;

WHEREAS, by Ordinance No. 45,279 adopted on October 8, 2013 (copy attached) the City accepted, appropriated and authorized up to \$2,000,000 from Hampton Roads Transit toward the costs of the Downtown Transfer Center; and

WHEREAS, Hampton Roads Transit applied for and accepted up to \$708,010 in additional grant funding from the Commonwealth Transportation Board and the Virginia Department of Rail and Transportation for the design and construction of the Downtown Transfer Center, which funding Hampton Roads Transit will provide to the City for the Transfer Center; now, therefore,

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That additional grant funding of up to \$708,010 from Hampton Roads Transit received from the Commonwealth Transportation Board and the Virginia Department of Rail and Public Transportation for the design and construction of the Downtown Transfer Center is hereby accepted.

Section 2:- That up to \$708,010 in additional grant funding is hereby appropriated and authorized to be expended for the design and construction of the Downtown Transfer Center, if and when the funds are made available from Hampton Roads Transit.

Section 3:- That the City Manager is authorized to do all things necessary to receive and expend the funds for the Downtown Transfer Center.

Section 4:- That this ordinance shall be in effect from and after its adoption.

REFERENCE 1<sup>ST</sup> & 2<sup>ND</sup> APPROVERS  
ORDINANCE

08/22/2013 [hed]

Form and Correctness Approved: *RAP*

By *[Signature]*  
Office of the City Attorney

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose.

\$ 2,000,000.00 2275-10-8886  
*[Signature]* Account  
Director of Finance 9/17/13 Date

Contents Approved:

By *[Signature]*  
DEPT. Public Works

NORFOLK, VIRGINIA

**ORDINANCE No. 45,279**

**R-17**

AN ORDINANCE ACCEPTING UP TO \$2,000,000 FROM HAMPTON ROADS TRANSIT AS GRANT FUNDING RECEIVED FROM THE COMMONWEALTH TRANSPORTATION BOARD AND THE VIRGINIA DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION FOR THE CITY'S DOWNTOWN TRANSFER CENTER AND APPROPRIATING AND AUTHORIZING THE EXPENDITURE OF THE FUNDS FOR THE DESIGN AND CONSTRUCTION OF THE DOWNTOWN TRANSFER CENTER.

- - -

WHEREAS, the City desires to design and construct a new Downtown Transfer Center on St. Paul's Boulevard in the Downtown Plaza area; and

WHEREAS, Hampton Roads Transit applied for and accepted up to \$2,000,000 in grant funding from the Commonwealth Transportation Board and the Virginia Department of Rail and Transportation for the design and construction of the Downtown Transfer Center, which funding Hampton Roads Transit will provide to the City for the Transfer Center; now, therefore,

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That grant funding of up to \$2,000,000 from Hampton Roads Transit received from the Commonwealth Transportation Board and the Virginia Department of Rail and Public Transportation for the design and construction of the Downtown Transfer

Center is hereby accepted.

Section 2:- That up to \$2,000,000 in grant funding is hereby appropriated and authorized to be expended for the design and construction of the Downtown Transfer Center, if and when the funds are made available from Hampton Roads Transit.

Section 3:- That the City Manager is authorized to do all things necessary to receive and expend the funds for the Downtown Transfer Center.

Section 4:- That this ordinance shall be in effect from and after its adoption.

Adopted by Council October 8, 2013  
Effective October 8, 2013

TRUE COPY  
TESTE:

\_\_\_\_\_  
R. BRECKENRIDGE DAUGHTREY, CITY CLERK

BY: \_\_\_\_\_  
DEPUTY CITY CLERK